



COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION

"Parks Make Life Better!"

Russ Guiney, Director

John Wicker, Chief Deputy Director

September 9, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**AUTHORIZATION TO EXTEND THREE
LANDSCAPE AND GROUND MAINTENANCE SERVICES CONTRACTS
FOR HILLCREST, WESTRIDGE AREA ZONES, AND SUNSET POINTE AREA ZONES
PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972
(SUPERVISORIAL DISTRICTS 5) (3 VOTES)**

SUBJECT

The recommended actions will extend the following landscape and ground maintenance Contracts for Special District Landscape and Lighting Zones: Contract No. 77221 Hillcrest (Zone 37), Contract No. 76113 Westridge Area Zones (Zones 73, 75, 78, 79 and 80), and Contract No. 77154 Sunset Pointe Area Zones (Zones 21 and 63).

IT IS RECOMMENDED THAT THE BOARD:

1. Find the approval of the proposed Contract Amendments to the landscape and ground maintenance contracts categorically exempt from the California Environmental Quality Act for the reasons stated herein and the reasons reflected in the record of the Contracts.
2. Find that the current contract rates continue to be cost-effective.

3. Authorize the Director of the Department of Parks and Recreation, or his designee, to execute three Amendments to extend the following Contracts: Contract No. 77221 Hillcrest (Zone 37), Contract No. 76113 Westridge Area Zones (Zones 73, 75, 78, 79 and 80), and Contract No. 77154 Sunset Pointe Area Zones (Zones 21 and 63), as substantially similar to the attached draft Amendment for landscape and ground maintenance services, upon approval as to form by County Counsel, at the current rates, for one year, with an additional month-to-month option, not to exceed six months, to allow sufficient time for the solicitation process of these Contracts during the transfer of the Special Districts Division from the Department of Parks and Recreation to the Department of Public Works, so to facilitate a seamless transition.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions is to extend the current landscape maintenance services Contracts, listed in Attachment I, at the current rates and for one year with an additional month-to-month option, not to exceed six months, to allow for additional time for the solicitation process of these Contracts during the transfer of the Special Districts Division from the Department of Parks and Recreation (Department) to the Department of Public Works (DPW) and to facilitate the seamless transfer of Contract No. 77221, Hillcrest (Zone 37); Contract No. 76113, Westridge (Zone 73), Westridge – Area Wide (Zone 75), The Old Road – Area Wide (Zone 78), The Old Road – Local (Zone 79), and Entrada (Zone 80), collectively known as Westridge Area Zones; and Contract No. 77154, Sunset Pointe (Zone 21) and Enclave (Zone 63), collectively known as Sunset Pointe Area Zones. The Amendments will be substantially similar to Attachments II, approved as to form by County Counsel.

The recommended actions will facilitate a seamless transition during the transfer of the Special Districts Division from the Department to DPW, and avoid a break in services to the aforementioned Zones. This is part of the ongoing effort on behalf of the Department to provide the best possible service to the public in a continued cost-effective manner.

Implementation of Strategic Plan Goals

The recommended actions support the County's Strategic Plan Goal of Operational Effectiveness/Fiscal Sustainability (Goal 1) because the proposed Contract Amendments will continue to utilize the current Contractors' expertise to effectively provide landscape and ground maintenance services in a timely, responsive, and cost-effective manner without interruption.

FISCAL IMPACT/FINANCING

The total annual costs for the contracts are based on the current annual contract amounts as follows: \$38,779.92 for Contract No. 77221, Hillcrest; \$284,588.28 for Contract No. 76113, Westridge Area Zones; and \$83,615.40 for Contract No. 77154, Sunset Pointe Area Zones.

Additionally, each contract has a contingency amount, identified in Attachment I, for additional unforeseen landscape and ground maintenance that may be required within the Contractor's scope of work that will continue in the proposed Contract Amendments.

The Department will not request that Contractors perform services that exceed the approved maximum contract amounts, which may include the contingency amounts and cost of living adjustment (COLA), without the prior approval of the Board.

The recommended actions will not have an impact on the County's General Fund as the services are funded through special benefit assessments of these properties in the respective zones. Sufficient appropriation is budgeted in the Special Districts' Fiscal Year 2014-15 Budget to fund the costs of the proposed Contract amendments and unforeseen service/emergency needs.

Operating Budget Impact

The recommended actions will have no impact on the Department's Operating Budget. There is no net County cost because the services are fully funded by the Landscape and District Act of 1972.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On January 12, 2010, the Board approved Contract No. 77221, Hillcrest with Rich Meier's Landscaping, Inc. (Rich Meier's), for landscape and ground maintenance services for Hillcrest, for an initial term of two years with three one-year options.

On May 29, 2007, the Board approved Contract No. 76113, Westridge Area Zones with Oakridge Landscape Inc. (Oakridge), for landscape and ground maintenance services for Zone 73 and Zone 75, collectively known as the Westridge Area Zones, for an initial term of two years with three one-year options. On September 15, 2009, the Board authorized the Director to execute Amendment No. 1, reducing the Contract sum and extending the term of the Contract for an additional two years through April 30, 2014. On December 17, 2013, the Board authorized the Director to execute Amendment No. 2, to extend the Contract on a month-to-month basis not to exceed 12 months. On June 27, 2013, the Department entered into a Contract with Oakridge for landscape and ground maintenance services for Zone 78 and 79 for 15 months commencing July 1, 2013. On July 1, 2014 the Director executed Change Notice No. 3, to add Zones 78, 79, and 80, which require landscape and ground maintenance services, to the Westridge Area Zones, Contract No. 76113.

On October 20, 2009, the Board approved Contract No. 77154, Sunset Pointe Area Zones with Rich Meier's, for landscape and ground maintenance for Sunset Pointe, for an initial term of two years with three one-year options.

Should the contracts not be extended, Contract No. 77221, Hillcrest with Rich Meier's will expire on January 31, 2015; Contract No. 76113, Westridge Area Zones with Oakridge will expire on April 30, 2015; and Contract No. 77154, Sunset Pointe Area Zones with Rich Meier's will expire on October 31, 2014. To prevent a break in services during the transfer of the Contracts to DPW, the Department requests that the current contracts be extended for an additional year, with an additional month-to-month option not to exceed six months, to allow sufficient time for the solicitation process of the contracts during the transfer of the Special Districts Division.

Each Contractor has agreed to the same contract rates, terms, and specifications identified in their respective contracts, including all newly mandated provisions.

County Counsel has approved the Amendments as to form.

ENVIRONMENTAL DOCUMENTATION

The proposed Contract Amendments for landscape and ground maintenance services are categorically exempt from the California Environmental Quality Act (CEQA) according to Section 15301(d)(h) of the State CEQA Guidelines and Class 1(c)(j) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G, because the proposed contract amendments consist of restoration and repair of deteriorated structures and facilities, and maintenance of landscaping at existing facilities involving negligible or no expansion of an existing use.

CONTRACTING PROCESS

On January 12, 2010, the Board approved Contract No. 77221 with Rich Meier's for landscape and ground maintenance services for Hillcrest.

On May 29, 2007, the Board approved Contract No. 76113 with Oakridge for landscape and ground maintenance services for Westridge Area Zones. On September 15, 2009, the Board authorized the Director to execute Amendment No. 1, reducing the Contract sum and extending the term of the Contract for an additional two years. On December 17, 2013, the Board authorized the Director to execute Amendment No. 2, to extend the Contract on a month-to-month basis not to exceed 12 months. On June 27, 2013, the Department entered into a Contract with Oakridge for landscape and ground maintenance services for Zone 78 and 79, for 15 months commencing July 1, 2013. On July 1, 2014 the Director executed Change Notice No. 3, to add Zones 78, 79, and 80 to Westridge Area Zones Contract No. 76113.

On October 20, 2009, the Board approved Contract 77154 with Rich Meier's for landscape and ground maintenance for Sunset Pointe.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval and execution of the proposed Contract amendments will ensure the continuation of landscape and ground maintenance services without interruption during the transfer of Contract No. 77221, Hillcrest; Contract No. 76113, Westridge Area Zones; and Contract No. 77154, Sunset Pointe Area Zones to DPW.

CONCLUSION

It is requested that an adopted copy of the action taken by the Board be forwarded to the Department of Parks and Recreation. Should you have any questions, please contact Vanessa Paniagua at (213) 738-2844 or vpaniagua@parks.lacounty.gov, Kandy Hays at (626) 821-4600 or khays@parks.lacounty.gov, Kasey Dizon at (213) 738-2986 or kdizon@parks.lacounty.gov, or Kaye Michelson at (213) 738-2955 or kmichelson@parks.lacounty.gov.

Respectfully submitted,



RUSS GUINEY
Director

RG:JW:RM
KEH:CM:vp

Attachments

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors

**DEPARTMENT OF PARKS AND RECREATION
CONTRACT EXTENSION AMENDMENT AMOUNTS**

Landscape and Ground Maintenance Services							
Location	Contract Number	Contractor	Current Expiration Date	Annual Contract Amount	Contingency Amount	Maximum Annual Amount	New Expiration Date *
Hillcrest - Zone 37	77221	Rich Meier's	01/31/15	\$38,779.92	\$30,000.00	\$68,779.92	01/31/16
Westridge Area Zones - Zone 73	76113	Oakridge Landscape	04/30/15	\$235,442.40	\$68,744.57	\$304,186.97	04/30/16
Westridge Area Zones - Zone 75	76113	Oakridge Landscape	04/30/15	\$17,890.44	\$5,000.00	\$22,890.44	04/30/16
Westridge Area Zones - Zone 78	76113	Oakridge Landscape	04/30/15	\$8,280.00	\$10,000.00	\$18,280.00	04/30/16
Westridge Area Zones - Zone 79	76113	Oakridge Landscape	04/30/15	\$9,600.00	\$10,000.00	\$19,600.00	04/30/16
Westridge Area Zones - Zone 80	76113	Oakridge Landscape	04/30/15	\$13,375.44	\$5,000.00	\$18,375.44	04/30/16
Sunset Pointe Area Zones - Zone 21	77154	Rich Meier's	10/31/14	\$53,787.48	\$15,000.00	\$68,787.48	10/31/15
Sunset Pointe Area Zones - Zone 63	77154	Rich Meier's	10/31/14	\$29,827.92	\$3,000.00	\$32,827.92	10/31/15

* Plus month-to-month option not to exceed 6 months.

**AMENDMENT NUMBER 2 TO CONTRACT NUMBER 77154
FOR THE LANDSCAPE AND GROUND MAINTENANCE SERVICES AT
SUNSET POINTE AREA ZONES
PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972**

THIS AMENDMENT NUMBER 2 TO THE CONTRACT NUMBER 77154, made and entered this _____ day of _____, 2014

BY AND BETWEEN THE

COUNTY OF LOS ANGELES, a body corporate and politic, hereinafter referred to as "County",

AND

RICH MEIER'S LANDSCAPING, INC., hereinafter referred to as "RICH MEIER'S" for mowing services, hereinafter referred to as "services" for **Sunset Pointe Area Zones**, hereinafter referred to as "Zones".

RECITALS

WHEREAS, on October 20, 2009, the County Board of Supervisors (Board) approved Contract Number 77154 with Rich Meier's, for the provision of landscape and ground maintenance services for the Zones; and

WHEREAS, on December 11, 2011, the Director executed Amendment Number 1, to the Contract with Rich Meier's expanding the scope of work and increasing the contract amount; and

WHEREAS, the County desires that landscape and ground maintenance services for the Zones, identified above, be extended for one years, with a month-to-month option, not to exceed six months, beginning November 1, 2015, under the existing rates, terms and conditions of the current Contract and Rich Meier's is willing to provide the services; and

WHEREAS, the County reserves the right to amend other terms and conditions in the Contract as they become necessary; and

WHEREAS, the Director has prepared said Amendment Number 2, and Rich Meier's concurs with the proposed modification; and

NOW THEREFORE, in consideration of the mutual promises, covenants, and conditions set forth herein, the County and Rich Meier's hereto agree that the Contract between them shall be amended as follows:

1.0 DEFINITIONS

The existing sub-paragraph 2.8, Definitions, is deleted in its entirety and replaced with the following:

"2.8 **Director:** The Director of the Department of Parks and Recreation, County of Los Angeles, or his designee, acting on behalf of the County on contractual or administrative matters relating to the enforcement of this Contract. "

2.0 TERM

The existing Section 4.0, Term of the Contract, of said Contract, is amended to add the following paragraph:

"4.6 The term of this Contract is extended for one year, with an additional month-to-month option, not to exceed six months, beginning November 1, 2015, subject to existing termination conditions, as identified in the Contract."

3.0 CONTRACT SUM

The existing Section 5.0, Contract Sum, of said Contract, is amended to add the following Sub-paragraph:

"5.7.6 Effective November 1, 2015, payment will continue at the current rates, identified in the Contract."

4.0 CHANGE NOTICE AND AMENDMENTS

The existing Section 8.0, Change Notice and Amendments, of said Contract, is amended to add the following Sub-paragraph:

"8.5 The County at any time and upon written notice to Rich Meier's, may substitute the Department of Public Works as the County department responsible for administration, enforcement, and oversight of this Contract, in place of the Department of Parks and Recreation."

5.0 TIME OFF FOR VOTING

A new section 9.54, entitled Time Off For Voting is added to Contract Number 77498 and shall read as follows:

“9.54 TIME OFF FOR VOTING

The Contractor shall notify its employees, and shall require each subcontractor to notify and provide to its employees, information regarding the time off for voting law (Elections Code Section 14000). Not less than 10 days before every statewide election, every Contractor and subcontractors shall keep posted conspicuously at the place of work, if practicable, or elsewhere where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of Section 14000.”

6.0 CONSIDERATION OF HIRING GAIN/GROW PROGRAM PARTICIPANTS

The existing sub-paragraph 9.10.1, entitled Consideration Of Hiring Gain/Grow Program Participants is amended to include the following sentence:

“Contractor shall report all job openings with job requirements to GainGrow@dpss.lacounty.gov to obtain a list of qualified GAIN/GROW job candidates.”

7.0 RATIFICATION

All other terms, conditions, covenants and promises of said Contract, not affected by this Amendment Number 2, shall remain in full force and effect and are hereby reaffirmed.

8.0 EFFECTIVE DATE

The effective date of this Amendment Number 2, shall be the date, month, and year first written above.

IN WITNESS WHEREOF, Rich Meier's has executed this Amendment Number 2, to Contract Number 77154, or caused it to be duly executed, and the County, by order of its Board of Supervisors, has caused this Amendment Number 1, to be executed on its behalf by the Director of Parks and Recreation on the date, month and year first written above.

COUNTY OF LOS ANGELES

By _____
RUSS GUINEY
Director of Parks and Recreation

CONTRACTOR

By _____
Rich Meier's Landscaping, Inc.

APPROVED AS TO FORM:

RICHARD D. WEISS
Acting County Counsel

By _____
Christina A. Salseda,
Principal Deputy County Counsel